

Wetland Restoration Eligibility Standards

A General Permit is available for a wildlife pond or other wetland restoration under NR 343 and 353, Wis. Adm. Code. To qualify for this general permit, your project must meet specific eligibility standards. This application packet is designed to allow you to supply the needed information for us to assure your project is eligible for a general permit. You will want to begin by supplying all the information contained in the checklist below. If your project is eligible, or meets all the criteria below, you should then fill out the general permit application and furnish that to the identified office for review. If you do not supply all the information contained in the eligibility requirements checklist or on the application your project cannot be reviewed. We will respond within 30 days to notify you that your project is approved or that additional information is required to complete your application. In some cases, you may be notified that your project requires an Individual Permit. You must meet all of the 9 following conditions and supply the information contained in the application requirements, including supplying form 3500-108.

1. The project purpose is wetland conservation (restoration, enhancement, preservation or management of wetlands). For example, this general permit does not authorize the construction of a detention basin in wetlands for stormwater management, even if the detention basin or the project of which the basin is a part will also result in habitat creation or enhancement. Similarly, this chapter does not authorize a flood control project that may also result in creation or enhancement of some wildlife habitat.
2. With this application you must submit photographs showing the entire project site in relation to the navigable watercourse in pre-construction condition.
3. Site conditions exhibit impacts to topography, soils, native vegetation or hydrology that have degraded a wetland and are potentially reversible.
4. The project involves only the activities listed in s. NR353.05:
 - removing or disabling a section of drain tile
 - disabling surface drains by filling of the ditch downstream of the drainage system to be altered
 - constructing dikes, embankments and low berms
 - removing vegetation or post-European settlement deposition, including shallow scrapes, submerged islands and interconnected open water areas
 - altering the hydrology of an area by removing pumps, breaching structures or manipulating water control structures
 - introducing plants, installing and maintaining devices such as staff gauges, water level recording devices, and similar monitoring equipment
5. Project proposals that include the activities listed in s. NR353(3) to (5) and have existing wetlands on or adjacent to the project area are eligible for this general permit only if both of the following conditions are met:
 - agricultural crops, invasive wetland species or early successional hydrophyte species dominate the project area
 - the proposed activities will not cause significant adverse impact to undisturbed wetland plant communities on-site or adjacent to the project area.
6. The project is confined to non-navigable waters or waters that are navigable-in-fact without stream history and may not impact cold water resources
7. The project does not involve the planned introduction of non-native or invasive plants
8. The project does not involve the control of native wetland plant species unless the applicant has

demonstrated that the activity is to maintain a wetland community or to diversify a monoculture of a monotypic stand of invasive wetland plants

9. Any dike, berm or embankment is less than 2 feet high as measured from natural ground surface and impounds less than 50 acre feet of water or is less than 6 feet high and has been designed by a professional engineer registered in the state of Wisconsin or submitted by a county, state or federal agency.

If your project will meet all the above requirements, follow the instructions on the following pages to submit a General Permit Application to the Department. We will respond within 30 days to notify you that your project is approved, or that additional information is required to complete your application. In some cases, you may be notified that your project requires an Individual Permit.

For more information about Waterway Permitting in Wisconsin, see our website at:

<http://www.dnr.state.wi.us/org/water/fhp/waterway/index.shtml>

Application Requirements

1. A written narrative that demonstrates:

- The general site characteristics and any adjacent wetlands including aerial photographs of the proposed restoration area.
 - A description of existing site conditions including soils, hydrologic conditions, current land use, plant communities present, and a wetland delineation
 - The project purpose is wetland restoration
 - Site conditions are conducive for restoration
 - The project is a listed wetland conservation activity (NR 353.05) or is a pre-existing wetland conservation project (NR 353-10)
 - The project does not involve navigable waters with prior stream history or cold water systems
 - The project will not cause an obstruction of fish passage to spawning areas
 - The project will not cause an impact to threatened or endangered species
 - The project will not impact cultural or historical resources and will comply with SS44.40
 - Any water control structures meet the standards in NR 353.05(3)
 - Invasive species are not introduced or planned with this project
 - Any wetland vegetation manipulation that is to occur with this project
 - Long-term site management goals
 - Sufficient information to determine compliance with SS 88.91(1), drainage district law
2. Location of the project site delineated on a USGS 1:24000 quadrangle map or copy
 3. A sketch of the project with dimensions, including a top, cross-sectional and a side view of the project. For projects under 353.05 (dikes, embankments, pumps, re-routing artificial drainage features) include design plans and specifications
 4. If the department determines the proposed project will reduce the effective flood flow capacity of the waterway by obstruction of existing flood flow area, information sufficient for the department to conduct a hydrologic or hydraulic analysis

Submit your application

A **\$50 fee** is required for a Wetland Restoration General Permit unless the project is funded in whole or part by a State or Federal Agency. Remit a check or money order payable to the Wisconsin Department of Natural Resources (do not send cash). An application submitted without the required application fee will be considered incomplete.

Submit three (3) copies of the completed application, narrative and plans. Send the complete application and fee to the DNR office listed below, based on the county where your project is located:

NORTHERN REGION COUNTIES

Ashland	Lincoln	Aquatic Habitat Coordinator
Barron	Oneida	DNR Service Center
Bayfield	Polk	107 Sutliff Avenue
Burnett	Price	Rhineland, WI 54501
Douglas	Rusk	phone (715) 365-8926
Florence	Sawyer	
Forest	Taylor	
Iron	Vilas	
Langlade	Washburn	

NORTHEAST REGION COUNTIES

Brown	Marquette	Aquatic Habitat Coordinator
Calumet	Menominee	DNR Service Center
Door	Oconto	1125 N. Military, Box 10448
Fond du Lac	Outagamie	Green Bay, WI 54307-0448
Green Lake	Shawano	phone (920) 492-5817
Kewaunee	Waupaca	
Manitowoc	Waushara	
Marinette	Winnebago	

WEST CENTRAL REGION COUNTIES

Adams	Marathon	Aquatic Habitat Coordinator
Buffalo	Monroe	DNR Service Center
Chippewa	Pepin	1300 W. Clairemont, Box 4001
Clark	Pierce	Eau Claire, WI 54702-4001
Dunn	Portage	phone (715) 831-3271
Eau Claire	St. Croix	
Jackson	Trempealeau	
Juneau	Vernon	
LaCrosse	Wood	

SOUTH CENTRAL REGION COUNTIES

Columbia	Iowa	Aquatic Habitat Coordinator
Crawford	Jefferson	DNR Service Center
Dane	Lafayette	3911 Fish Hatchery Road
Dodge	Richland	Fitchburg, WI 53711
Grant	Rock	phone (608) 275-3282
Green	Sauk	

SOUTHEAST REGION COUNTIES

Kenosha	Sheboygan	Aquatic Habitat Coordinator
Milwaukee	Walworth	DNR Service Center
Ozaukee	Washington	141 NW Barstow, Room 180
Racine	Waukesha	Waukesha, WI 53188
		phone (262) 574-2149

Notice: This application form is required under Section 30.206, Wis. Stats. and ch. NR 310, Wis. Adm. Code. Failure to submit a complete application to the Department at least 35 days prior to the date of proposed construction may result in dismissal of your application, forfeitures or other enforcement. Personally identifiable information included on this form will be used to contact you and is not intended to be used for other purposes. It may be made available to requesters under Wisconsin's Open Records law [ss. 19.31-19.39, Wis. Stats.].

Section I: Activity

Check the box(es) next to the type of General Permit you are requesting with this application:

<input type="checkbox"/> Biological Shore Erosion Control	<input type="checkbox"/> Dry Fire Hydrant	<input type="checkbox"/> Pilings	<input type="checkbox"/> Seawall Replacement
<input type="checkbox"/> Boat Ramp	<input type="checkbox"/> Fish Habitat Structure	<input type="checkbox"/> Pond – Landscape	<input type="checkbox"/> Seawall-Replace with Riprap
<input type="checkbox"/> Clear Span Bridge	<input type="checkbox"/> Ford	<input type="checkbox"/> Pond – Stormwater	<input type="checkbox"/> Weed Rake
<input type="checkbox"/> Culvert	<input type="checkbox"/> Grading – Less Than One Acre	<input type="checkbox"/> Pond – Wildlife	<input type="checkbox"/> Wildlife Habitat Structure
<input type="checkbox"/> Dredging – Drainage District	<input type="checkbox"/> Grading – One Acre or More	<input type="checkbox"/> Riprap	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Dredging - Utility Crossings	<input type="checkbox"/> Intake/Outfall Structure	<input type="checkbox"/> Riprap Repair / Replacement	

When completing this application, follow the specific instructions for the type of General Permit you are applying for. Instructions can be obtained on our website at dnr.wi.gov under the topic "Waterway and Wetland Permits", or from your local DNR Service Center.

Section II: Landowner Information

Name			Contact Person	
Mailing Address			Email Address	
City	State	ZIP Code	Telephone Number (include area code)	Fax Number

Section III: Agent Information (Consultant, Contractor, or Authorized Representative)

Name			Contact Person	
Mailing Address			Email Address	
City	State	ZIP Code	Telephone Number (include area code)	Fax Number

Section IV: Site Information

Local Address					Waterway Name	
1/4 / 1/4	1/4	Section	Township	Range E / W	County	
			N	<input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of _____		
Location Description						

Section V: Additional Information

Project Start Date (month/day/year)	Approximate Project End Date (month/day/year)	Date of Photographs
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I have investigated whether there are any wetlands at the construction site or any wetlands that may be affected by the project. ☐ Yes ☐ No

Be aware that the Department shall, pursuant to ch. NR 103, Wis. Adm. Code, require that the project comply with the water quality standards provisions in ch. NR 103. The presence of wetlands may affect eligibility for this general permit.

I have investigated whether there are any listed threatened or endangered species at the construction site. ☐ Yes ☐ No

Be aware that the Department shall, pursuant to s. 29.604(6r), Wis. Stats., determine whether approval of a general permit may affect a listed threatened or endangered species. The presence of a listed threatened or endangered species may affect eligibility for this general permit.

I have investigated whether there are any listed cultural or historical resources at the construction site. ☐ Yes ☐ No

Be aware that the Department shall, pursuant to s. 44.40, Wis. Stats., determine whether approval of a general permit may have an adverse affect upon historic property. The presence of historic property may affect eligibility for this general permit.

If you checked "Yes" to any of these questions, submit supporting documents with your application.

Waterway General Permit Application and Approval

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Section VI: Location Sketch, Proposed Materials and Project Plans

Drawings of proposed activity should be prepared in accordance with sample drawing.

Location Sketch (Indicate scale)

Show route to project site: include nearest main road and crossroad.

N

1" = _____ ft.

Fire Number _____

Proposed Materials



Project Plans (Include top view and typical cross sections. Clearly identify features and dimensions or indicate scale.)

Use additional sheets if necessary.

N

1" = _____ ft.

Top View



Cross Section

Section VII. Permit Conditions	FOR DNR USE ONLY
1. The permit does not authorize any work other than what is specifically described in the application and plans dated as listed above and as limited by the conditions of the permit. A permittee shall obtain prior written approval of modifications from the department before modifying a project or amending permit conditions.	Date of Application and Project Plans
2. The permittee shall notify the department at telephone number listed above before starting construction and again not more than 5 days after the project is complete.	Telephone Number (include area code)
3. The permittee shall post a copy of this permit at a conspicuous location on the project site visible from the waterway, beginning at least 5 days prior to construction and remaining at least 5 days after construction. The permittee shall also have a copy of the permit and approved plan available at the project site at all times until the project is complete.	
4. Upon reasonable notice, the permittee shall allow access to the project site during reasonable hours to any department employee who is investigating the project's construction, operation, maintenance or permit compliance.	
5. The permittee shall complete the project on or before the expiration date listed above. If the project is not completed by the expiration date, the permittee shall submit to the department a written request for an extension prior to the expiration date of the permit. The request shall identify the requested extension date and the reason for the extension. The department may grant a permit extension for good cause shown. The permittee may not begin or continue construction after the original permit expiration date unless the department grants a new permit or permit extension in writing.	Project Expiration Date
6. The permittee shall submit a series of photographs to the department within one week of completion of work on the site. The photographs shall be taken from different vantage points and depict all work authorized by the permit.	
7. The permittee shall maintain the project in good condition and in compliance with the terms and conditions of the permit, this chapter and s. 30.206, Stats.	
8. The department may modify or revoke the permit if the project is not completed according to the terms of the permit or if the department subsequently determines the activity is detrimental to the public interest.	
9. Acceptance of a general permit and efforts to begin work on the activity authorized by the general permit signifies that the permittee has read, understood, and agreed to follow all conditions of the general permit.	
10. This project shall comply with all conditions identified in the following Wisconsin Administrative Code, and identified in the Instructions for the General Permit application.	Wis. Adm. Code
Section VIII. Findings of Fact	
1. The Department has determined that the project site and project plans meet the standards in s. 30.206, Stats. and the following Wisconsin Administrative Code, to qualify for this General Permit.	Wis. Adm. Code
2. The proposed project will not injure public rights or interests, cause environmental pollution as defined in s. 299.01(4), Wis. Stats., or result in material injury to the rights of any riparian owner, if constructed in accordance with this permit.	
3. The Department and the applicant have completed all procedural requirements, and the project as permitted will comply with all applicable requirements of Section 30.206, Wis. Stats., and Chapters NR 102, 103, 150, 299, 310 and the following Wisconsin Administrative Code.	Wis. Adm. Code
Section IX. Conclusions of Law	
1. The Department has authority under ch. 30, Wis. Stats., and applicable Wisconsin Administrative Codes, to issue a permit for the construction and maintenance of this project.	
2. The Department has complied with s. 1.11, Wis. Stats.	

Waterway General Permit Application and Approval

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Section X: Certification and Permission

I am the owner of the riparian property or am the duly authorized representative and may sign this application on behalf of the owner(s) of said property. I hereby certify that the information contained herein is true and accurate. I have read and understand all of the conditions listed in this permit and in the Instructions. I have designed the project to comply with the conditions, and I will construct the above-mentioned project in compliance with all such conditions. I hereby give the Department permission to enter and inspect the site at reasonable times, to evaluate this application and to monitor compliance with any resulting permit. I understand that failure to comply with any or all of the provisions of the permit renders the authorization contained herein null and void and may result in a fine and/or imprisonment or forfeiture under the provisions of ch. 30, Wis. Stats.

Landowner or Agent Printed Name

Landowner or Agent Signature

Date Signed

Mail this signed, completed form, along with photos, plans, completed Fact Sheet (Form 3500-53A) and application fee to the appropriate Department of Natural Resources office in the region where the project is located. See the instructions for regional office addresses.

This permit application is approved when it is signed and dated below by an authorized Department of Natural Resources employee.

Section XI: Permit Approval						(Leave Blank - DNR Use Only)	
Date Application Received	Docket #			Date Application Complete	Fee Received		
					\$		
<input type="checkbox"/> NHI Checked?	<input type="checkbox"/> Historic Checked?	ASNRI?	<input type="checkbox"/> Yes <input type="checkbox"/> No	PRF?	<input type="checkbox"/> Yes <input type="checkbox"/> No	PNW?	<input type="checkbox"/> Yes <input type="checkbox"/> No
STATE OF WISCONSIN, DEPARTMENT OF NATURAL RESOURCES For the Secretary				Title			
Issued By				Date Signed			

Copies of this permit sent to: Conservation Warden
U.S. Army Corps of Engineers
County Zoning Administrator